

Special Meeting of the Pawtucket School Committee

Thursday, August 25, 2011

6:00 PM 2nd Floor Conference Room

School Administration Building

286 Main Street, Pawtucket RI 02860

I. Meeting will come to order

The Chairman called the meeting to order at 6:07 PM.

a. Roll call

Mr. Araujo-here; Ms. Bonollo-here; Mr. Coughlin-here; Mr. Noonan-here; Ms. Nordquist-here; Mr. Tenreiro-here; Mr. Spooner-here

Also in attendance were Mrs. Deborah Cylke, Superintendent of Schools; Ms. Kimberly Mercer, Deputy Superintendent for Curriculum and Instruction Assessment; Mr. Thomas Conlon, Business Administrator, Ms. Margaret Baker, Assistant Business Administrator and Mr. Stephen M. Robinson, Legal Counsel for the School Committee.

b. Pledge of Allegiance

The Pledge of Allegiance was led by the Chairman and the Flag was held by Mr. Coughlin.

II Executive Session

The Chairman commented that the Committee would possibly recess to executive session in accordance with provisions under Title 42, Chapter 46, Subsection 5 (a) (2) legal advice and litigation/collective bargaining of the General Laws of the State of R. I. for the purpose of discussing and/or acting upon: Non Certified Contract and to seal

executive session minutes.

Mr. Noonan moved to recess to executive session. Mr. Coughlin seconded.

Roll call:

Mr. Araujo-yes; Ms. Bonollo-yes; Mr. Coughlin-yes; Mr. Noonan-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes; Mr. Spooner-yes

Motion carried unanimously.

The Committee recessed to executive session from 6:12 PM to 6:53 PM.

III Reconvene to open session

The Committee reconvened to open session at 6:58 PM.

a. Roll call

Mr. Araujo-here; Ms. Bonollo-here; Mr. Noonan-here; Ms. Nordquist-here; Mr. Tenreiro-here; Mr. Spooner-here

Mr. Coughlin was not present for roll call but returned after.

IV Call out vote(s) of executive session of 8/25/11, if applicable

The Chairman asked the Clerk if there were any votes to report out.

The Clerk reported that the Committee voted unanimously to seal the executive session minutes and to adjourn the executive session.

The Chairman asked his fellow Committee Members if they wouldn't mind changing the order of the agenda items and moving New Business before Old Business this evening because he and another member had personal commitments and had to leave early.

No one objected.

VIII New Business—Action Items

a. Approval of Recalls and New Hires

Mrs. Cylke: Tonight we are asking for your approval on three administrative appointments, several certified appointments and we will also be seeking your approval on recalls. I am going to hand this over to my Deputy, Kim Mercer who has just finished interviewing and that is the reason for the late revisions.

Ms. Mercer: We would like to recommend Kathleen Suriani for the Elementary School Performance Officer position; Laura Olsen for the Intervention Facilitator for School Improvement-Tolman High School and Rosanne Badway for the Assistant Director of Special Education.

All positions are being funded in the federal budget.

Ms. Nordquist moved to approve the Administrative Appointments of Kathleen Suriani-Elementary School Performance Officer; Laura Olsen, Intervention Facilitator for School Improvement-Tolman High School and Rosanne Badway, Assistant Director of Special Education. Ms. Bonollo seconded.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Mr. Coughlin-yes; Mr. Noonan-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes; Mr. Spooner-yes

Motion carried unanimously.

Ms. Mercer: We are recommending for your approval the following certified appointments:

Neil Letendre, Music Educator, Baldwin Elementary, Step 8

Diane Worthen-Hirsch, ESL English Teacher, Shea High, One Year Position, Step 1

Carolyn Steward, Librarian, Curtis Elementary, One Year Position, Step 4 + Masters

Colleen Green, Librarian, Potter-Burns, Step 6 + Masters

Christine Murphy, Fallon Memorial, Step 6

Jennine Marie Cerra, Librarian, Nathanael Greene, One Year Position, Step 4

Amy Lynn Levine, Librarian, Slater Junior High, Step 2

James Dotzler, Special Educator (SC), Curvin McCabe, Step 8 + Masters

Meghan Prosser, Social Studies Teacher, Goff Junior High, One Year Position, Step 1

Ms. Nordquist moved to approve the certified appointments as recommended by Ms. Mercer. Ms. Bonollo seconded.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Mr. Coughlin-yes; Mr. Noonan-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes; Mr. Spooner-yes

Motion carried unanimously.

Ms. Mercer: We are recommending the following six certified recalls this evening:

Stephanie Whyte, Kindergarten, Little, One Year Position

Taryn Marshall, Grade 6, Potter Burns, One Year Position

Catherine Howard, Grade 6, Greene, One Year Position

Melissa Smaldone, Grade 6/ESL, Baldwin, One Year Position

Candy Chamberlain, Kindergarten, To be determined, New-One Year Position

Adam Seigle, Kindergarten, To be determined, New-One Year Position

Ms. Nordquist: Have we recalled almost everyone now?

Ms. Mercer: There are four that remain on the recall list.

Ms. Nordquist moved to approve the recalls as recommended by the Deputy Superintendent, Ms. Mercer. Ms. Bonollo seconded.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Mr. Coughlin-yes; Mr. Noonan-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes; Mr. Spooner-yes

Motion carried unanimously.

The Chairman turned the meeting over to the Deputy Chairman and left at 7:02 PM.

V Recognition

a. Employee Recognition

None

VI Public Participation

None

Ms. Nordquist left at 7:04 PM.

VII Old Business—Discussion Items

a. Discussion of Changes to the Updated Emergency Management Plan

Mrs. Cylke: We asked Mr. Howe to evaluate our Emergency Plan because he has the expertise to do so. Mr. Araujo reviewed it and has some great questions tonight and we are asking Mr. Howe to review it and bring it back and make sure we are in full compliance both locally and at the State level.

Mr. Howe: For those of you who may not know, I no longer work for the City of Pawtucket. I'm still doing the same work and have brought along my partner, Mr. John Enright, the owner of a new company New England Safety Solutions.

Mr. Tenreiro: Do we have an I. D. badge system for adults?

Mr. Howe: No. We have a \$40,000 grant sitting on a desk. Legally I have a year from working for the School Department as a consultant.

Mr. Tenreiro: I. D. Badge makes sense in a crisis situation. The other thing I feel strongly about is talking too much in the public like giving too much detail and asking too many questions.

Mr. Araujo: After looking at the answers I want to thank you very much for this. It was disturbing reading about emergency evacuation kits and not knowing if they exist.

Identification of pictures with children could be costly and costly to parents. Maybe we could keep the pictures electronically of children.

Mr. Howe: The problem with photo identifications is that people get a hold of them. The registry confiscated my nephew's identification who was twenty.

Mr. Tenreiro: The student information system can be a nightmare.

Mr. Araujo: I'm more interested in electronic calling, not just parents who can afford it.

Mrs. Cylke: Right now the student data base, MMS, student photographs can be put in. I don't believe the current system can do that.

Mr. Araujo: I believe electronically and it's quicker access.

Mr. Howe: I would reach out to the Pawtucket Police Department if there is a crime of some sort and you could work together.

Do you know of any other school district in the State that is doing them?

Mr. Tenreiro: No, I don't think so.

Mr. Howe: I've walked into schools and some know who I and some don't.

Ms. Bonollo: On page two; emergency codes and procedures—our schools are used at night. What would work for a custodial staff for some type of protocol?

Mrs. Cylke: A coach would have the same emergency contacts if traveling with them.

Mr. Howe: I'm a coach but took a four hour universal training for the lock down codes every year.

Ms. Bonollo: I think we need something at night time.

Could we organize the groupings: lockdowns; snow—weather; abductions?

Mrs. Cylke: This is a policy. Mr. Howe arranged it in alphabetical order, but Joanne wants it in subcategories.

Ms. Bonollo: If we could group it in like categories: fight/violence; page 5, section b—person engaging in outside activity.

Mrs. Cylke: Ultimately, this has to reflect the statute and best practice. I would want to overrule that.

Ms. Bonollo: If a group is out and there is a lock down, she has to seek shelter elsewhere; she has to notify someone.

Mrs. Cylke: This happened with a small plane coming at us and the teacher has a communication tool.

Mr. Howe: Her primary location would be McDonalds and that would be the worst place to go if Cunningham was locked down.

When you lock down at school you have to be clear. When officers enter the room they do so thinking a bad guy is still in that room.

Ms. Bonollo: A lock down, shut down, notification to parents for a real situation?

Mr. Tenreiro: Real alert drills need to take place.

Mr. Howe: You're going to get that anyway. The news media will be on that right away.

Ms. Bonollo: If you put a phone call on that right away, we need clarification. An emergency contact kit, it's expensive to have a notebook or net book/laptop to take with you.

Mrs. Cylke: Teachers would want to have these nearby. The teacher would take this list with them when they are leaving the classroom.

Mr. Howe: It's important to have the medical information on file at the schools.

Mr. Coughlin left at 7:30 PM.

The biggest problem is people entering your buildings.

Mr. Araujo: Combatants are in the building and custodial staff is breaking up an altercation. I would like to see clarification on that.

Mr. Tenreiro: Restraint policy is what it's called. The thing I do want is when it's a lock down you say it's a lock down.

Mr. Howe: Common sense as kids get older and violent you should check your policy handbook. Come up with some language.

Mrs. Cylke: I plan to take those and present and change highlight in yellow new first reading of revised. We'll see you again Mr. Howe.

Mr. Howe: It's a work in progress. Let's make this an example for the State.

b. Update on State Transportation Bid

Mrs. Cylke: We had the opportunity to join several other districts and

initially the bid was awarded to First Student and it could be a potential \$250,000 savings in them handling our services. I would like to thank our drivers and monitors for being there. We are not asking for action this evening, only an update.

Mr. Conlon: This bid was put together in January by the Division of Purchasing at the State level. A lot of that has nothing to do with the day to day operations performed by our drivers and monitors. After the bid process, First Student was awarded Pawtucket's bid. They bid \$8.29 per bus less than last year's rate. The specifications we gave them in January final results were received in June. Things changed, we met with Gary Gray and Council 94 and met with representatives from First Student and need to meet with Coz and the Athletic Directors because we don't know until school settle down who will be responsible for what route. One bus does multiple routes. I had one number for field trips from the business office and Gary pointed out that one trip could be more than one bus.

The State of Rhode Island was going to take over all transportation and they decided to limit it to Special Education and out of District routes. The State was going to take over fourteen buses. They found out we could do it less expensively and we have to put them back into our own routes. It changes the whole dynamics of what we're going to do. We won't know that until school starts. We won't know until three weeks.

Mrs. Cylke: I'd like to add that the Pawtucket School Committee had a deficit and we have a balanced budget. We're using our medical reserves of \$700,000. We're spending \$140,000 in overtime and that

disappoints me and we should hire more drivers. How do we better serve our children? The substantial savings initially, I don't believe is accurate. We'll be meeting in the coming weeks. We will be coming back in a few weeks with a recommendation.

Mr. Tenreiro: Is there a time line?

Mr. Conlon: No. It is First Student. There is no agenda. No one said at any time let's shut down our bus yard. We'll get all the information we can. Gary has already come up with a cost savings measure. There will be reductions in the budget.

Ms. Bonollo: Did you include any activity that we denied? I think there were a lot of things that weren't able to go on because they didn't have transportation.

Mr. Tenreiro: Advantages and disadvantages put an eye toward districts in the State contract. Did they realize the savings? Does it include video equipment?

Mr. Conlon: No.

Mr. Tenreiro: Do First Student's buses come equipped?

Mr. Conlon: No.

Mrs. Cylke: Some buses use them that don't work as a deterrent.

Mr. Tenreiro: Personalizing with students. These people are the first person and last person to see our students. It's important we trust you completely.

VIII New Business—Action Items

b. Approval of Bids

1. Custodial Supplies

Mr. Conlon: Twelve vendors responded to our annual custodial

supply bid. The lowest prices for the eighty products were awarded to 7 of the 12 vendors. We recommend you approve the following bid awards:

E. B. Thomsen, Inc., \$25,974.70

Alpine Industrial, Inc., \$5,106.82

Casey Engineered Maintenance, Inc., \$30,226.65

Banner Systems, \$32,515.87

Shur-Az, \$21,703.99

Eastern Bag, \$2,365.43

Grainger, \$4,495.00

Total Bid Award \$122,388.46

Mr. Noonan moved to approve the Custodial bid as recommended by Mr. Conlon in the total amount of \$122,388.46. Mr. Araujo seconded.

Ms. Bonollo: Have we gone green?

Mr. Scallin: Yes on some things. It's more expensive. Companies specialize in those products, paper products, floor finisher and they sell you their products.

Mr. Tenreiro: It's a piece mail approach?

Mr. Scallin: Exactly.

Mr. Conlon: Three years ago, the State took over the classroom supply bid and it was supposed to save us money and it has actually cost us money. Every school district in the State has to order from this one vendor.

Voice vote carried all in favor.

2. Health Supplies

Mr. Conlon: Every year we go out to bid for health supplies. This

year three vendors responded. We are recommending you approve the award for the health supplies to the following three vendors for the lowest prices for the 140 products provided:

Moore Medical, \$2,904.37

School Health Corporation, \$3,925.09

United Health Supplies, \$2,691.62

Total Health Supply Bid \$9,521.08

Ms. Bonollo moved to approve the Health Supply Bid as recommended by Mr. Conlon in the total amount of \$9,521.08. Mr. Noonan seconded.

Voice vote carried all in favor.

IX Presentation Items—Discussion Items

a. Update on Facilities Summer Work

Mrs. Cylke: This evening we'd like to welcome back Mr. Scallin.

Mr. Scallin: Thank you. All the schools are ready for opening. If you haven't seen the Baldwin gym that was unbelievable, they did an awesome job. They also replaced the rugs in the office.

The Goff auditorium is beautiful!

Roof Replacement at Greene showed up last month, it's pitched at the center. We would like to finish the window project at Greene.

The Jenks HVAC units are rotted out and need replacing.

We're going to have to ride it out. We'll have to do what we have to do.

We have green bins in every room at every school. There is a single source recycling plan to throw everything in the same bin. Jenks is the biggest contributor to recycling plan. The City is limited to what

they can pick up. We can save \$500/\$600 on recycling.

Mr. Tenreiro: Any preparations for the hurricane?

Mr. Scallin: We know the schools that leak. We don't know what is going to happen.

Mr. Araujo: Thank you. How do you feel? The pilot program at Jenks, the goal is not to increase work for the City. How long will it be available to the schools?

Mr. Scallin: I don't know. The City does a great job especially at Jenks. Milk cartons that kids normally throw in the trash will now have to drill into them that they are now recyclable.

Mr. Araujo: Putting in full implementation as we get in the habit we can see it more at home.

b. Update on Long Range Facilities Plan

Mrs. Cylke: Even though the State has moratorium lifted one or two years, Stage II has us renovating our schools. We need a vision based on educational specifications. The last school built was Jenks in 1976. I spoke to Joe DaSilva to get the educational specifications for the finest schools built in the State that meets all standards and that has to be brought to the stakeholders—parents; athletes; grandparents; the people that make up our community and get their feedback and also get the educational feedback. We received specifications from Providence and next we get a firm with experience in education and get the specifications to an architect to come up with a plan, but RIDE cannot approve the plan without us first going through this process.

X Superintendent's Report

Mrs. Cylke: Principals were in their buildings when the earthquake struck and I asked them to do a walk through and report any changes. Right now nothing has been reported. It was especially felt at Slater and Goff.

A hurricane is supposed to be arriving and my husband is very excited having worked as a meteorologist for The Weather Channel . We will notify Principals if it is not safe who will notify employees not to report to work. We are hoping it teeters out and will keep you up to date.

I was approached by Thomas Mann of the Pawtucket Foundation and they have a \$50,000 grant and hope to have potted plants along Main Street and beautify it.

I suggest we have a meeting at Goff if that works for all of you so that we can see their new auditorium.

I want to remind all of you that on September 23rd, Rhode Island Action for Healthy Kids will be recognizing Pawtucket and Joanne and her work with the Wellness Committee and they have been invited to Washington D. C. to celebrate a Healthy Kids Day Hosted by Michelle Obama.

XI Adjournment

Ms. Bonollo moved to adjourn. Mr. Araujo seconded.

Voice vote carried all in favor.

The Deputy Chairman adjourned the special meeting of the Pawtucket School Committee of August 25, 2011 at 8:17 PM.

Respectfully submitted,

Clerk

APPROVED 11/15/2011